

**City of Belmont
PARKS & RECREATION COMMISSION
MINUTES OF REGULAR MEETING OF FEBRUARY 1, 2017
One Twin Pines Lane, City Council Chambers**

CALLED TO ORDER AT 7:00 PM

COMMISSIONERS PRESENT: Vargas, Foehr, Block, Fine, Mittelstadt, Michaels, Bortoli and Sebti

COMMISSIONERS ABSENT: Sullivan

STAFF PRESENT: Parks and Recreation Director Gervais, Recreation Manager Brunson and Administrative Assistant Saggau

COMMUNITY FORUM

Peggy Lee Hernandez spoke in favor of Tai Chi and the instructor Elliotte Mao and her concerns with the course no longer being offered.

Emily Ingrao – spoke in favor of Elliott Mao’s Tai Chi classes and her objection to the class no longer being available.

Laurie Davidson – stated she submitted a petition with 24 signatures and 16 letters to keep the Tai Chi class and instructor and requested that this be addressed by the Commission.

Colleen Shannon - Regional Commissioner for AYSO Soccer League expressed concerns with the condition of the athletic fields, suggested improvements to the process for scheduling fields and meeting rooms, requested that animals be restricted from fields during games and that there be ADA accessible paths to field viewing areas.

ANNOUNCEMENTS/AGENDA AMENDMENTS

Youth Commissioner Fine provided details on the Talent Show being put on by the Youth Advisory Committee.

Commissioner Bortoli reported on the Senior Advisory Meeting. He explained that the Senior Advisory Committee is no longer pursuing installing outdoor exercise equipment in the parks. He also noted there was a 30th Anniversary party at the Senior & Community Center.

Parks and Recreation Director Gervais announced the following events:

- Father Daughter Dance
- Youth Softball Opening Day
- Little League Opening Day

CONSENT CALENDAR

December 7, 2016 Minutes

ACTION: On a motion by Commissioner Mittelstadt, seconded by Commissioner Foehr the minutes were approved. Vote 6 Commissioners and 2 Youth Commissioners in favor.
(Commissioner Sullivan absent)

ITEMS OF BUSINESS

Update on Youth Sports Services and Athletic Field Management

Recreation Manager Brunson provided an overview on the athletic fields and the partnership with the youth sports organizations. He reviewed the various athletic field users and the process for reserving the fields. He noted there is a joint use agreement with the School District for Central, Fox, Nesbit and Ralston fields. He explained how player registration fees are collected and used to improve the field conditions.

Commissioners provided comments and recommendations:

- Find more resources to improve field condition
- Look at a fundraising opportunity such as a festival
- Safety is highest priority
- Field overuse damages fields – need break to recover
- Have leagues assist with work parties
- Improve communication with technology
- Advertise My Belmont App
- Revisit fee structure
- Bring Joint Agreement with the School District to the Parks & Recreation Commission before it goes to City Council
- Meet ADA compliance

Report on City Council Priorities that Relate to Parks and Recreation

Parks and Recreation Director Gervais reviewed the City Council priorities for Parks and Recreation. Recommendations for each item were provided:

- Remove Davey Glen Park Project – under construction and to be completed in 2017
- Athletic Field Improvements – keep as top priority and expand definition to include School District sites. In addition prepare plans for a synthetic turf project for the North Field at the Belmont Sports Complex
- Move Barrett Community Center Master Planning Effort to a top priority project
- Youth Commission has been established and may be removed
- Keep Open Space Policy as priority project
- Keep Tree Ordinance as a priority project

Parks and Recreation Director Gervais noted a potential new priority would be updating the City's compliance with the Americans with Disabilities Act (ADA).

The Commission discussed the need to develop a Parks and Open Space Master Plan. There was Commission consensus on this statement: *After acceptance of the City General Plan, Department should start work on its Master Plan which will help set its overall understanding of needs and long term goals.*

Comments and recommendations from Commissioners included the following:

- Youth Advisory Committee needs to have connection with Barrett Master Plan
- Youth Advisory Committee needs structure to keep it lasting
- Commission should check on Youth Advisory Committee
- Consider Facility Manager position for maintenance of city facilities
- Barrett Master Planning Committee should include Parks & Recreation and Planning Commissioners
- Rename Open Space Policy to Open Space Acquisition and Acceptance of Land Policy
- Enhance Open Space budget to include expenditures
- Consider creative use of space for walkable access to park lands
- Twin Pines Park needs a maintenance plan

There was Commission consensus on staff recommendations that Davey Glen Park may be removed, Athletic Fields Improvements remain a top priority and Barrett Community Master Planning move up to a top priority project.

The Commission agreed the Open Space Policy should be renamed and remain as a priority project. They also agreed Tree Ordinance should also remain a priority project.

Following discussion the Commission developed a list of top priorities for Council consideration and other priorities the Commission would like focus on:

Top Priorities

- Parks, Recreation and Open Space Master Plan Update
- ADA Compliance
- Establishment of a City Wide Volunteer Program

Other Priorities (in no particular order)

- City Wide Dogs in Parks Policy
- Managing, Maintaining and Improving Open Space
- Resources and Staffing
- Maintenance of Twin Pines Park

ACTION: On a motion by Commissioner Mittelstadt, seconded by Commissioner Michaels, the list was approved. Vote 6 Commissioners and 2 Youth Commissioners in favor. (Commissioner Sullivan absent)

OTHER BUSINESS / UPDATES

Department Reports

Parks and Recreation Director Gervais reported on the following:

- Dogs in Parks Ad Hoc Committee
- General Plan Public Review
- Alexander Park Restroom Project
- Davey Glen Park project progress
- Summer Activity Guide preparation
- Teen Specialist position recruitment
- Belmont Connects project
- Removal of kiln in Twin Pines Park
- Barrett Project
- Senior Center 30th Anniversary Celebration
- Black History Month events

Future Agenda Items

Update on Dog Ad-Hoc Committee

Pump Track

Report on Council Priority

Update on Tai Chi class

Ropes Course

Decision was made to add a list of Commission priorities in the minutes under Future Agenda Items. Staff is also including Council priorities related to Parks and Recreation.

Council and Commission Top Priorities

- Athletic Field Improvements
- Barrett Community Center Master Plan

Council Other Priorities that include Parks and Recreation

- Veterans Memorial
- Twin Pines Park Master Plan
- Tree Ordinance Update
- Resolve the Dog Issue at Barrett
- ADA Transition Plan
- Citywide Volunteer Program

Commission Other Priorities

- Parks, Recreation, and Open Space Master Plan
- Dogs in Parks Policy
- Department Resources and Budget
- Open Space Maintenance and Management

ADJOURNMENT

The meeting was adjourned at 9:50 p.m.

Jonathan Gervais
Parks and Recreation Director